TO: Peggy Lauer

Peggy:

Attached is a notional job description for a Point Board Member. I'm hoping to fill nine seats over the next three or four months. Currently, I have a solid commitment from Tano Maida (a film-maker from Berkely).

As a part of Tano's initial commitment, he has arranged for a general meeting with the editorial staff at Tricycle and a day with Milton Glaser. He has already arranged and participated in meetings with Drew Takahashi at Colossal and a number of strategy conversations. As a founding Director at Tricycle, he brings a rich range of non-profit magazine experience.

I'm also currently in discussions with Anne Herbert on the subject.

Jerry George and Tom Ferguson have both expressed interest which I am fleshing out. Jerry is the head of the San Francisco Bok Fair and has helped shape my notions of a WER Imprint. Tom is an MD from Austin. Independently wealthy, and married into a huge fortune, he brings southern connections and a 'white knight' potential.

When I think about the importance of the Point Board, it is the future that matters. I need a board who implicitly agree on the health of the organization and the importance of its mission. We need sounding boards who can follow up with meaningful action that results in a rosier future.

What I'm asking from each board member is a deep personal commitment expressed as 8 - 12 hours per month including a monthly meeting. I need to be able to exploit the connections of the board to build both our subscriber base and the network of contributors and supporters. This means that the board members mst be representative of the commnities we serve. In general, I believe that the most effective members will be in their late 30s to mid 40s and on the verge of making it in their fields. Access to the range of Whole Earth connections has to be a meaningful benefit to anyone who'd sign on to the attached requirements.

I'd like to ask you to resign from the board and allow me the opportunity to recruit you, if you think you have the time and energy for this redefined role. I need to establish a clear charter from my board and begin my quest with its unequivocal support. While there will be plenty of room for passionate discussion, it's critical that I have the clean slate from which to work. The board has to be focused outward and on the future.

The cuurrent board has performed an incredible service for which we will be eternally grateful. I hope that this request does not strike you as completely out of line. The entire team here values your important willingness to take responsibility and carry Point through the amazingly tough times of the past nine months. I am not discounting or dismissing the great service that has been so freely given. I am asking for the freedom to really make this thing work.

I've scheduled a board meeting for the afternoon of November 11th at 4PM. I'll have the 1992 tax returns complete at that time. My goal for the meeting will be to have an orderly transition from the old board to the new.

I hope you'll give me your support

Point Board Of Trustees: Roles and Responsibilities

1.0 Introduction

This document describes the roles and responsibilities of each member of the Point Foundation Board of Trustees. The Point Board will be a nine member group selected for their commitment to the vision of the Point Foundation and for their access to differing segments of the regional and national components of the Point Foundation's constituency.

2.0 Subscriptions

Each Board member is responsible for "giving or getting" a minimum of 500 subscriptions. During each year of their term.

3.0 Meetings

The Point Board will meet monthly for one year beginning in December 1993. Meetings will be on the second Wednesday afternoon of each month in the Point Foundation's offices at 27 Gate Five Road, Sausalito, CA. The meetings will generally last approximately four hours.

The meeting will have a detailed agenda which will be submitted to the Board members one week prior to the meeting.

Each member is expected to regularly attend the meetings. Missing two consecutive meetings will constitute an automatic resignation from the Board. Missing Three of six consecutive meetings will constitute resignation.

4.0 Time Commitment

Membership on the point board will require an average of 10 - 12 hours per month during the initial years. This time commitment includes such activities as: fundraising, network development, attendance at events, and board meetings

5.0 Operations

Quarterly, the Executive Director will prepare a financial and operations report. The Board will review and approve the report.

6.0 Expenditure Review

The Board will review and approve all expenditures in excess of $50,000.

7.0 Primary Function

The Board will conceive and evangelize the future direction of the Point Foundation. This includes review and approval of grants made by Point, strategic project definition, definition and acquisition of strategic connections. Essentially, the board facilitates the evolution of Point by acting as a sounding board and strategic resource provider for the Executive Director.

It is worth noting that detailed involvement in operations is specifically not requested from the Board. The Point Foundation is in a transition that requires relatively strict lines of authority from the Board through the Executive Director to the staff. At some future time, an employee member of the board will be named.

8.0 Fundraising

As in all not for profit organizations, Point requires ongoing fundraising. The Directors participate in the planning and execution of fundraising activities. Planning includes the brainstorming and top level design of fundraising activities. Execution includes direct solicitation.

9.0 Benefits to the Directors

Point will reimburse all reasonable expenses associated with the performance of the Director's function. In some cases, Point will pay a modest salary. In other cases, Point will offer access to the pages of the magazine as compensation. In still other cases, no financial compensation will be offered.

Additional benefits include a lifetime subscription to the magazine and two copies of each publication.

The other pieces of 'compensation' are:

a. Access to the network of connections associated with membership on the Board
b. The ability to influence grant-giving, and
c. Credentials associated with this role at Point.

In each recruitment, specific attention will be paid and commitments made on the issue of compensation. Generally speaking compensation will not take the form of a financial reward.